

AGENDA

SPECIAL MEETING BOARD OF MAYOR AND ALDERMEN IN JOINT SESSION WITH THE BOARD OF SCHOOL COMMITTEE (RE: FY 2014 PROPOSED BUDGET HEARING)

April 01, 2013

**Mayor, Aldermen and
Board of School Committee Members**

6:00 p.m.

**Memorial High School Auditorium
One Crusader Way**

1. Mayor Gatsas calls the meeting to order.
2. Mayor Gatsas calls for the Pledge of Allegiance.
3. The Clerk calls the roll.
4. Mayor Gatsas advises that the purpose of the special meeting is a public hearing to receive comments on the proposed Fiscal Year 2014 municipal budget, the proposed Community Improvement Program for the Fiscal Year 2014 period in accordance with the procedures established in RSA 44:10 and in satisfaction of any other local, state or federal law that may apply.

Mayor Gatsas notes that the Clerk shall present the resolutions, the subject of which contain all of the appropriations as proposed, following which a brief presentation may be made and public comments will be heard.

5. The Clerk presents the proposed Resolutions:

“Appropriating to the Parking Fund the sum of \$5,000,000 from parking revenues for the Fiscal Year 2014.”

"Appropriating the sum of \$13,229,048 from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2014.”

“Appropriating the sum of \$2,130,115 from Recreation User Charges to the Recreation Division for the Fiscal Year 2014.”

“Appropriating to the Manchester Transit Authority the sum of \$1,080,536 for the Fiscal Year 2014.”

“Appropriating to the Manchester School District the sum of \$155,724,449 for the Fiscal Year 2014.”

“Appropriating all Incremental Meals and Rooms Tax Revenue Received by the City in the Fiscal Year 2014 and held in the Civic Center Fund, for the payment of the City’s Obligations in Said Fiscal Year under the Financing Agreement.”

“Appropriating to the Manchester Airport Authority the sum of \$47,887,649 from Special Airport Revenue Funds for the Fiscal Year 2014.”

“Appropriating to the Manchester School Food and Nutrition Services Program the sum of \$5,796,000 from School Food and Nutrition Services Revenues for the Fiscal Year 2014.”

“Raising Monies and Making Appropriations of \$134,970,938 for the Fiscal Year 2014.”

“Appropriating to the Central Business Service District the sum of \$258,000 from Central Business Service District Funds for the Fiscal Year 2014.”

“Continuation of the Central Business Service District.”

“Authorizing the Finance Officer to utilize surplus funds from the Fiscal Year 2013 budget to fund a prepayment of \$750,000 for Fiscal Year 2014 City pension costs.”

“Authorizing the Finance Officer to transfer \$130,431 from the Special Revenue Reserve Account to the Parking Division in Fiscal Year 2013 to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage.”

6. Following presentations, if any, Mayor Gatsas advises that the meeting shall be open to public comments; that each person when recognized shall come to the nearest microphone, state their name and address in a clear and loud voice for the record; that each person shall be given one opportunity to speak and comments shall be limited to three minutes to allow all participants the opportunity to speak; residents and taxpayers shall be called upon first followed by all others; that once all present have been allowed to speak should there be a topic not discussed those wishing to speak a second time shall be provided the opportunity to do so.
7. Mayor Gatsas advises that all wishing to speak having been heard, the comments presented shall be taken under consideration with actions by the Board.
8. Mayor Gatsas advises that this being a special meeting of the Board, no further business can be presented and a motion is in order to adjourn.

Thirteen

“Resolution ‘Approving the Community Improvement Program for 2014, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

WHEREAS, the City of Manchester is presented with a number of Community needs and opportunities in 2014; and

WHEREAS, certain resources have been identified which can be used in addressing these community needs and opportunities; and

WHEREAS, municipal departments, boards and commissions, have been provided broad opportunity to participate in the identification of community needs and opportunities and of strategies to meet these needs and opportunities; and

WHEREAS, the Board of Mayor and Aldermen has reviewed the 2014 Community Improvement Program; and

WHEREAS, the Board of Mayor and Aldermen wishes to have carried out those programs, projects and activities are identified in the following 2014 Community Improvement Program;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN:

THAT, the Community Improvement Program be adopted and endorsed as an essential aspect of the planning and management of the City's capital and service needs and of sound fiscal planning and control;

THAT, the goals and objectives in the Community Improvement Program reflect priority community needs and opportunities for 2014 and are hereby adopted;

THAT, the programs and projects to be proposed for 2014 be generally endorsed as addressing priority goals and objectives within the City’s reasonable ability to pay;

“Resolution ‘Approving the Community Improvement Program for 2014, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

THAT, the proposed programs and projects identified and recommended for action in 2014 be endorsed and approved subject to appropriation limits;

THAT, subject to administrative procedures and other pertinent requirements as are and may, from time to time, be set forth by the Board of Mayor and Aldermen, in the Code of Federal Regulations, conditions of grant awards, and contracts, there is hereby authorized and appropriated as follows:

the amount of \$3,138,845 in federal, state, and private grant funds in the manner set forth which is attached hereto and made a part hereof by reference: provided, however, that in the event such grant funds are awarded in an amount less than the appropriation amounts set forth or in the event any required local matching funds are appropriated in an amount less than set forth the amount of funds appropriated herein shall be correspondingly reduced;

the amount of \$2,208,686 in Federal Community Development Block Grant program funds and program income, Emergency Solutions Grant Program Funds, HOME Funds, and Section 108 funds in the manner set forth which is attached hereto and made a part hereof by reference; provided, however, that in the event the funds are awarded in an amount less than the appropriation amounts set forth the amount of funds appropriated herein shall be correspondingly reduced; and

the amount of \$3,000,000 derived from the issuance of short-term notes and general obligation bonds; and

THAT, subject to appropriation, and pursuant to the budget and subject to administrative procedures and other pertinent requirements of the Community Improvement Program as may, from time to time, be set forth, there is hereby authorized as follows:

Thirteen

“Resolution ‘Approving the Community Improvement Program for 2014, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

the amount of \$0 for projects financed through enterprises and fees as set forth;

THAT, all such appropriations made herein or hereafter for 2014 Community Improvement Program activities be subject to submission, review and approval of budget information by the Finance Committee of the Board of Mayor and Aldermen prior to expenditure;

THAT, the Office of the Mayor and/or the Planning & Community Development Department be authorized to cause the expenditure of such monies appropriated and available to carry out the 2014 Community Improvement Program, which authorization shall include execution of pertinent third-party purchase-of-service contracts, and letters of donations;

THAT consistent with this Resolution, the Office of the Mayor and/or the Planning & Community Development Department be authorized to prepare, submit, negotiate and enter into an agreement and contracts with Federal government departments and agencies and the State of New Hampshire for the period July 1, 2013 to June 30, 2014, that the Office of the Mayor and/or the Planning & Community Development Department be further authorized to contract for federal and state grants for programs and projects and to obligate and commit the local matching share of grants in accordance with the 2014 Community Improvement Program, and that the Office of the Mayor and/or the Planning & Community Development Department be authorized to seek such additional federal, state or private funds as may, from time to time, be made available for programs, projects and activities identified in the 2014 period;

“Resolution ‘Approving the Community Improvement Program for 2014, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

THAT, the Planning Department be authorized to prepare, submit, negotiate, and contract for funds to be made available to the City under the Housing and Community Development Act of 1974 (as amended) for financing of referenced programs and projects, which authorization shall include authority to provide required policy and administrative assurances including civil-rights, equal opportunity, citizen participation, relocation and property acquisition policy, environmental assurances, labor standards, and others as may be specified in Federal Rules and Regulations Chapter V, Part 570 Community Development Block Grants, Sub Part D, and other pertinent assurances as may, from time to time, be required;

THAT, the Office of the Mayor and/or the Planning & Community Development Department be authorized to advise other public and private agencies at the federal, state, regional and local level of the approval of the 2014 Community Improvement Program and to seek the support of such agencies in carrying out program, projects and activities listed in Section 1 of the 2014 Community Improvement Program;

THAT, the Office of the Mayor and/or the Planning & Community Development Department be authorized and is hereby directed to inform all boards and commissions, agencies and departments of the approval of the 2014 Community Improvement Program;

THAT, The Planning & Community Development Department be authorized to submit the Annual Action Plan as part of the Community Development Block Grant submission.

Resolved, that this Resolution shall take effect upon its passage.

“Appropriating to the Parking Fund the sum of \$5,000,000 from parking revenues for the Fiscal Year 2014.”

That the sum of Five Million Dollars (\$5,000,000) from parking revenues shall be hereby appropriated to the Parking Fund for the Fiscal Year 2014 as follows:

Salaries and Wages	-----	\$713,739
Line Item Expenses	-----	\$3,291,960
Capital Outlay	-----	\$0

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	-----	\$379,765
Debt Service	-----	\$614,536

TOTAL	-----	\$5,000,000
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RESOLVED that this Resolution shall take effect upon its passage.

"Appropriating the sum of \$13,229,048 from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2014."

That the sum of Thirteen Million, Two Hundred, Twenty Nine Thousand, Forty-Eight, Dollars (\$13,229,048) from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2014 be hereby appropriated for operation Expenses as follows:

Salaries and Wages	\$2,767,897
Line Item Expenses	\$3,545,350
Capital Outlay	\$548,000

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	\$1,636,304
Insurance	\$200,000
Debt Service	\$4,490,497
Audit	\$16,000

RESTRICTED FUNDS: Subject to the approval of the Board of Mayor and Aldermen.

Contingency	\$25,000
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TOTAL	\$13,229,048
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RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating the sum of \$2,130,115 from Recreation User Charges to the Recreation Division for the Fiscal Year 2014.”

That the sum of Two Million, One Hundred Thirty Thousand, One Hundred Fifteen Dollars (\$2,130,115) from Recreation User Charges to the Recreation Division for the Fiscal Year 2014 be hereby appropriated for operation Expenses as follows:

Salaries and Wages	\$670,494
Line Item Expenses	\$464,750
Capital Outlay	\$8,000

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	\$310,331
Insurance	\$21,000
Debt – Principal and Interest	\$497,540
Audit	\$8,000

RESTRICTED FUNDS: Subject to the approval of the Board of Mayor and Aldermen.

Contingency	\$150,000
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TOTAL	\$2,130,115
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RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester Transit Authority the sum of \$1,080,536 for the Fiscal Year 2014.”

That the sum of One Million, Eighty Thousand, Five Hundred Thirty-Six Dollars (\$1,080,536) is hereby appropriated to the Manchester Transit Authority for the Fiscal Year 2014 to be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source shall be appropriated as follows:

RESTRICTED FUNDS: Subject to the approval of the Manchester Transit Authority.

\$1,080,536

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester School District the sum of \$155,724,449 for the Fiscal Year 2014.”

That the sum of One Hundred Fifty-Five Million, Seven Hundred Twenty-Four Thousand, Four Hundred Forty-Nine Dollars (\$155,724,449) is hereby appropriated to the Manchester School District for the Fiscal Year 2014 to be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source shall be appropriated as follow:

RESTRICTED FUNDS: Subject to the approval of the City of Manchester Board of School Committee.

\$155,724,449

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating all Incremental Meals and Rooms Tax Revenue Received by the City in the Fiscal Year 2014 and held in the Civic Center Fund, for the payment of the City’s Obligations in Said Fiscal Year under the Financing Agreement.”

WHEREAS, IN ACCORDANCE WITH THE New Hampshire Revised Statutes Annotated, the Board of Mayor and Aldermen established on the books of the City the Civic Center Fund; and

WHEREAS, Meals and Rooms Tax Revenue, in excess of \$454,927 in each year, paid to the City by the State of New Hampshire in accordance with RSA 78-A shall be held in the Civic Center Fund to pay the City’s share of the costs of constructing the Manchester Civic Center; and

WHEREAS, in accordance with the terms of the Financing Agreement between the City and the Manchester Housing and Redevelopment Authority dated as of March 1, 2000 (the “Financing Agreement”), the City must appropriate funds held in the Civic Center Fund to meet its obligations under the Financing Agreement;

NOW, THEREFORE, be it resolved as follows:

That all Incremental Meals and Rooms Tax Revenue received by the City in the Fiscal Year 2014 and held, in the Civic Center Fund, is hereby appropriated for the payment of the City’s obligations in said fiscal year in accordance with the terms of the Financing Agreement.

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester Airport Authority the sum of \$47,887,649 from Special Airport Revenue Funds for the Fiscal Year 2014.”

That the sum of Forty-Seven Million, Eight Hundred Eighty-Seven Thousand, Six Hundred Forty-Nine Dollars (\$47,887,649) from Special Airport Revenue funds shall be hereby appropriated to the Manchester Airport Authority for the Fiscal Year 2014 as follows:

Salaries and Wages	\$5,680,000
Line Item Expenses	\$18,295,100
Capital Outlay	\$306,250

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	\$2,827,499
Debt – Principal and Interest	\$20,535,000
Debt – Bond Financing	\$75,000
Audit	\$50,000
Insurance	\$118,800

TOTAL	\$47,887,649
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RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester School Food and Nutrition Services Program the sum of \$5,796,000 from School Food and Nutrition Services Revenues for the Fiscal Year 2014.”

That the sum of Five Million, Seven Hundred Ninety-Six Thousand Dollars (\$5,796,000) from School Food and Nutrition Services revenues shall hereby be appropriated to the Manchester School Food and Nutrition Services program for the Fiscal Year 2014 as follows:

RESTRICTED FUNDS: Subject to the approval of the Manchester Board of School Committee.

\$5,796,000

RESOLVED that this Resolution shall take effect upon its passage.

“Raising Monies and Making Appropriations of \$134,970,938 for the Fiscal Year 2014.”

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That the sum of One Hundred Thirty-Four Million, Nine Hundred Seventy Thousand, Nine Hundred Thirty-Eight Dollars (\$134,970,938) plus the County Tax be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it, and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source, shall be appropriated as follows:

General Government - Agencies	
Aldermen	\$70,000
Assessors	\$603,245
City Clerk	\$984,852
Economic Development Office	\$202,506
City Solicitor	\$1,275,623
Finance Department	\$946,576
Information Systems	\$1,456,980
Mayor	\$228,243
Youth Services	\$579,915
Human Resources	\$702,881
Planning & Community Development	\$1,956,101
Facilities Division	\$6,270,996
Tax Collector	\$489,389
Fire Department	\$19,136,816
Police Department	\$21,218,548
Health Department – City	\$1,403,239
Health Department – School	\$1,366,418
Highway Department	\$16,294,576
Welfare Department	\$1,018,059
Parks and Recreation Division	\$3,072,349
Library	\$1,984,814
Senior Services	\$239,247
Central Fleet Management	\$2,933,489
Subtotal Agencies:	\$84,434,862

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“Raising Monies and Making Appropriations of \$134,970,938 for the Fiscal Year 2014.”

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General Government - Non-Departmental Items

Health Insurance	\$7,778,880
Health Insurance Reserves	\$0.00
Dental Insurance	\$694,354
Life Insurance	\$71,061
Disability Insurance	\$60,413
Workers Compensation – Salary	\$584,000
Workers Compensation – Medical	\$1,800,000
Casualty & General Liability	\$947,131
Fire Retirement	\$4,780,358
Police Retirement	\$4,316,778
City Retirement	\$5,794,762
FICA	\$2,912,998
Unemployment	\$50,000
Tuition Reimbursement	\$50,000
Severance Pay	\$0.00
Street Lighting	\$1,394,044
Contingency/Salary Adjustment	\$399,839
Civic Contributions and Programs	\$143,514
Southern NH Planning Commission	\$68,434
Manchester Public Television	\$447,862
Community Improvements	\$0.00
Employees Medical Services	\$40,000
Maturing Debt	\$11,926,329
Interest on Maturing Debt	\$6,275,319
<i>Subtotal Non-Departmental</i>	\$50,536,076
 GRAND TOTAL (Agencies and Non-Departmental)	 \$134,970,938

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Central Business Service District the sum of \$258,000 from Central Business Service District Funds for the Fiscal Year 2014.”

That the sum of Two Hundred Fifty-Eight Thousand Dollars (\$258,000) from Central Business Service District funds shall be hereby appropriated to the Central Business Service District for the Fiscal Year 2014 as follows:

RESTRICTED FUNDS: Subject to the approval of the Planning Director.

Expenses	-----	\$258,000
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TOTAL	-----	\$258,000
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RESOLVED that this Resolution shall take effect upon its passage.

“Continuation of the Central Business Service District.”

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WHEREAS, The establishment of Central Business Service Districts are authorized under provision of RSA 31:120 through RSA 31:125; and

WHEREAS, The Board of Mayor and Aldermen have further authorized the establishment of such districts and has set forth procedures for the same in Chapter 37 of the Code of Ordinance; and

WHEREAS, The Board of Mayor and Aldermen, after consultation with and on the recommendation of an Advisory Board of owners and tenants within the proposed District, find that a Central Business Service District should be continued:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN:

THAT, The recommended boundaries of the District within which services will be provided and assessments made on the property are:

Beginning at a point at the intersection of River Road and west North Street; thence easterly along West North Street and continuing along North Street to Bay Street;
thence southerly along Bay Street to Sagamore Street;
thence along Sagamore Street to a point at the rear property line of property at 1631 Elm Street (Rite-Aid);
thence generally southerly along the rear property line of property at 1631 Elm Street (Rite-Aid) to Pennacook Street;
thence westerly along Pennacook Street to an alley – Elm Street East Back;
thence southerly along Elm Street East Back Alley to Blodgett Street;
thence westerly along Blodgett Street to an alley – Elm Street East Back;
thence southerly along Elm Street East Back Alley to Brook Street;
thence easterly along Brook Street to Temple Court;

“Continuation of the Central Business Service District.”

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thence southerly along Temple Court to Harrison Street;
thence westerly along Harrison Street to the rear of the building at
1415 Elm Street (the “Sears Building” so-called);
thence southerly along the rear of the building at 1415 Elm Street
(the “Sears Building” so-called) to Prospect Street;
thence continuing southerly along the rear property line of 1331-
1375 Elm Street to Myrtle Street;
thence continuing southerly along an alley – North Church Street
to Orange Street;
thence easterly along Orange Street to Chestnut Street;
thence southerly along Chestnut Street to Bridge Street;
thence easterly along Bridge Street to Pine Street;
thence southerly along Pine Street to Manchester Street;
thence westerly along Manchester Street to Chestnut Street;
thence southerly along Chestnut Street to Auburn Street;
thence westerly along Auburn Street to Willow Street
thence southerly along Willow Street to Valley Street
thence easterly along Valley Street to Elm Street.
thence southerly along Elm Street, including only those properties
with a border on Elm Street, to Queen City Avenue
thence westerly along the middle of Queen City Avenue to the
Queen City Bridge
thence northerly along the Merrimack River to the existing CBSD
border at the “Trestle Bridge”
thence northerly along the Merrimack River to the Amoskeag
Dam;
thence easterly from the Amoskeag Dam on a line extending to
River Road;
thence northerly along River Road to West North Street; said point
also being the point of beginning.

THAT,

The District is to include all properties within the described
boundaries.

“Continuation of the Central Business Service District.”

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THAT, That the assessed values of the properties for purposes of assessments be established in accordance with the property tax maps and records as maintained by the Board of Assessors.

THAT, Services to be provided within the District consist of daily cleaning, maintenance and inspection of incidental repairs within the right-of-way in the District and such other services as determined by the Advisory Board.

THAT, The special district assessment for Fiscal Year 2014 shall be established in the fall of 2013 by the Assessor’s Office at a rate sufficient to raise the approved budget of \$258,000.

THAT, The special District assessment shall be made against the owners of all commercial, all industrial and residential properties of five units or more, (excluding multi-unit condominium properties).

RESOLVED that this Resolution shall take effect upon its passage.

“Authorizing the Finance Officer to transfer \$130,431 from the Special Revenue Reserve Account to the Parking Division in Fiscal Year 2013 to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage.”

WHEREAS, the Board of Mayor and Aldermen wish to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage; and

WHEREAS, there are sufficient funds available in the Special Revenue Reserve Account (#0101C13216) to fund a reimbursement of One Hundred Thirty Thousand, Four Hundred Thirty-One Dollars (\$130,431) in Fiscal Year 2014; and

NOW THEREFORE BE IT RESOLVED, that the Board of Mayor and Aldermen hereby authorize the Finance Officer to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage from the following source:

Special Revenue Reserve Account (#0101C13126)	\$130,431
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RESOLVED that this Resolution shall take effect upon passage.

“Authorizing the Finance Officer to utilize surplus funds from the Fiscal Year 2013 budget to fund a prepayment of \$750,000 for Fiscal Year 2014 City pension costs.”

WHEREAS, the Board of Mayor and Aldermen wish to prepay Seven Hundred Fifty Thousand Dollars (\$750,000) of City pension costs for Fiscal Year 2014; and

WHEREAS, there are sufficient funds available in the Fiscal Year 2013 budget surplus to fund a prepayment of Seven Hundred Fifty Thousand Dollars (\$750,000) for Fiscal Year 2014 pension costs; and

NOW THEREFORE BE IT RESOLVED, that the Board of Mayor and Aldermen hereby authorize the Finance Officer to prepay Seven Hundred Fifty Thousand Dollars (\$750,000) of Fiscal Year 2014 pension costs from the following source:

Fiscal Year 2013 Budget General Fund Surplus	\$750,000
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RESOLVED that this Resolution shall take effect upon passage.